



**ASSISTANT SECRETARY OF DEFENSE
6000 DEFENSE PENTAGON
WASHINGTON, DC 20301-6000**

October 25, 2001

**COMMAND, CONTROL,
COMMUNICATIONS, AND
INTELLIGENCE**

**MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
DIRECTOR, DEFENSE RESEARCH AND ENGINEERING
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL OF THE DEPARTMENT OF
DEFENSE
INSPECTOR GENERAL OF THE DEPARTMENT OF
DEFENSE
DIRECTOR, OPERATIONAL TEST AND
EVALUATION
ASSISTANTS TO THE SECRETARY OF DEFENSE
DIRECTOR, ADMINISTRATION AND MANAGEMENT
DIRECTORS OF THE DEFENSE AGENCIES
DIRECTOR, NET ASSESSMENT
DIRECTORS OF THE DOD FIELD ACTIVITIES**

**SUBJECT: Use of Commercial Carriers for Overnight Delivery of Classified
Information**

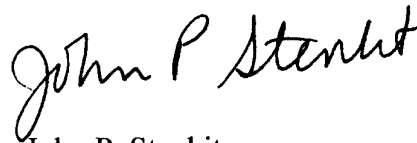
Paragraph 7-102c of DoD Regulation 5200.1-R, "Information Security Program," dated January 1997, provides that Agency Heads may authorize the use of the General Services Administration's (GSA) contract for overnight delivery of information for the Executive Branch, for the transmission of classified information up to and including SECRET. This authority is provided on an exception basis when an urgent requirement exists for overnight delivery to a DoD Component within the United States and its Territories and when applicable postal regulations are met. Similarly, under the provisions of the National Industrial Security Program Operating Manual (NISPOM), DoD contractors may utilize a commercial carrier for overnight delivery if the Defense Security Service approves that use.

In the past, GSA has awarded the contract in question to a single contractor (Federal Express). However, recently GSA announced that it will launch a new, multiple award, schedule to improve the express shipping services available to the Federal Government. While Federal Express will participate in the new contract, several new commercial shipping companies will also participate.

To help ensure the security of Defense information transmitted by multiple carriers, OASD(C3I) will provide national-level guidance and a list of commercial carriers qualified to transmit classified information. This list will be available on the ASD(C3I) website: <http://www.c3i.osd.mil/> (search for "commercial carriers"). Addressees will be responsible for reviewing this list and confirming the status of a commercial carrier prior to authorizing the initial or continued use of a carrier for the transmission of DoD classified material.

The review and evaluation of commercial carriers approved for transmission of DoD classified information will be a continuous process. To assist that process, addressees shall notify this office of any incidents involving the loss and/or possible compromise of DoD classified information by a commercial carrier.

Mr. William H. Bell, (703) 695-2686, email: william.bell@osd.mil, is my point of contact for this action.



John P. Stenbit